



## Service Awards

The newly created End of Year Club Activity Report and its associated “rewards” will replace the old ASTRA Club Service Awards.

The report, to be filled out each year before April 1<sup>st</sup> by each ASTRA Club, is designed to help keep open the lines of communication between the International office, the International ASTRA Chairman and Vice-Chairman, District ASTRA Chairmen, and club advisors. It will provide information that can be shared with all ASTRA Clubs. The report will also remind ASTRA clubs of the many ways they can be assets to their communities. The report will not be used as a means of judging ASTRA Clubs. It is simply a tool for ASTRA Clubs, as well as a form of communication.

EACH club that turns in a report on time will receive a patch that is to be attached to the club’s ASTRA banner. The patch will indicate the year the report information covered and will remind the club of the different activities, projects, and events in which it was involved during that year. As the banner is displayed at activities in which the club participates, the patches will show the community the history of the club. These patches will be great conversation starters.

Of all of the completed reports that are turned in on time each year, five will be randomly selected and each project/community need, not an Altrusa Club, described therein will be given a \$100 donation from the Altrusa International Foundation. These donations will not only respond to community needs, they will also bring recognition to the supporting ASTRA Club, Altrusa International, and the Altrusa International Foundation.

Each report is to include both a paragraph and a sentence describing a specific community need/project which the ASTRA Club supports. The paragraph in the report will be used in a publication that will be shared with all ASTRA Clubs to highlight the service projects that received money. Each clubs’ one-sentence description will be included in the same publication. Therefore, there will be as many ideas for service projects shared annually as there are ASTRA Clubs which send in End of Year Club Activity Reports. As well, every ASTRA Club will be given the opportunity to be recognized for service in its community.

Altrusa International, Inc. One North LaSalle St. Suite 1955, Chicago, IL 60602

June 1, 2013



# End of Year Club Activity Report

Please provide the following information and submit this completed form to the international office by April 1<sup>st</sup>.

Name of ASTRA Club: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Sponsoring Altrusa Club: \_\_\_\_\_

Number of members: \_\_\_\_\_ Charter strength (15+ members):  Y  N

Meeting schedule: \_\_\_\_\_

ASTRA Accents presented at meetings:  Y  N Board Orientation held:  Y  N

Number of ASTRA service projects completed: \_\_\_\_\_ New member orientation held:  Y  N

Did Club send to international office: club roster:  Y  N officer roster:  Y  N

Number of ASTRA service hours provided by entire membership: \_\_\_\_\_ Does club set an annual goal:  Y  N

Number of projects completed/worked on with sponsoring Altrusa Club: \_\_\_\_\_

Fundraising projects: \_\_\_\_\_

New service projects implemented this year: \_\_\_\_\_

Name a community organization supported by your club or a service project your club would like to bring to the attention of Altrusa International and all other ASTRA Clubs: \_\_\_\_\_

Who are the primary beneficiaries of this organization/project: \_\_\_\_\_

Write one sentence (up to 30 words) describing the organization/project:

On a separate paper write one paragraph (up to 100 words) that describes the organization/project in more detail, includes contact information for the organization, and states how your ASTRA Club supports the organization/project.

\_\_\_\_\_  
ASTRA member completing form / title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Altrusa Member / Advisor

\_\_\_\_\_  
Date